**UFC Meeting**

**Wednesday, February 3, 2021**

**Online (via Zoom), 4 PM-5:28 P.M.**

**Members in Attendance:** Janine Davis (COE, UFC Secretary), Teresa Coffman (COE), Jennifer Walker (COE), Kenneth G. Machande (COB, UFC Vice Chair), Kashef Majid (COB), Rachel Graefe-Anderson (COB), Margaret Ray (CAS, Social Sciences), Suzanne Sumner (CAS – Health, PE, & STEM), Miriam Liss (CAS, Social Sciences), Laura Mentore (CAS, Social Sciences), Larry Lehman (CAS, Health, PE, & STEM), Anand Rao (CAS, At-Large, UFC Past Chair), Andrew Dolby (CAS, At-Large, UFC Chair), Kate Haffey (CAS – Arts & Humanities), Kristin Marsh (CAS, At-Large), Gregg Stull (CAS – Arts & Humanities), Marcel Rotter (CAS, Arts & Humanities, UFC Parliamentarian)

**Proxies:** none noted

**Guests:** There were approximately 39 people logged into the meeting. Included within this number were: UMW Provost Nina Mikhalevsky (Ex-Officio), Peter Kelly (Dean COE), Lynne Richardson (Dean COB), Keith Mellinger (Dean CAS), Troy Paino (Ex-Officio), and Jeff McClurken (Chief-of-Staff)

This meeting can be viewed at <https://ufc.umw.edu/recordings/feb-3-2021-ufc-meeting/>

 (UMW log-in required).

**Notes:** The meeting was held via Zoom with both UFC members and outside members. UFC members were encouraged to indicate that they would like to speak by initiating the request via the chat function.

**I. Call to Order**

Andrew called the meeting to order at 4 P.M.

**II. Meeting Minutes**

[**Draft Minutes – December 2, 2020 UFC Meeting**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/UFC-Meeting-Draft-Minutes-December-2-2020-1.docx)

The minutes were approved.

**III. Reports**

1. **President Paino**

President Paino greeted the members and thanked them for their work this week with move-in and on-campus courses. He also thanked volunteers and our partners at MW Healthcare and Susan Worrell for their leadership during the move-in. We have completed about 2500 tests and there have been about 8 positive results. About 600 students have opted out of testing; they have agreed to have no contact with students on campus. Athletics have been affected by pandemic closures, including in the spring, fall, and winter sports. Some schools are holding limited competitions. The president noted that he wanted to avoid having students lose more than one season of competition. We have taken a relatively conservative approach and he does maintain hope due to the vaccine and reduced rates of hospitalization. Outdoor sports have a reduced risk, so the current plan is for spring sports to return to practice on Feb. 15 and begin to competition as early as March 15. Part of this plan involves testing athletes more frequently. This will enable us to watch the outcomes closely as we plan for future and other interactions among students. These plans are subject to change and the president urged that we remain adaptable during this time.

 The president also thanked the interim provost search committee for their work. He added that we will be able to see if legislation related to our needs is part of the upcoming budget.

Question: Are there specific discussions about UMW-specific faculty/staff vaccinations?

Response (J. McClurken): Right now the health district is very busy—faculty and staff who qualify for groups 1a or 1b, they should sign up as part of those groups. The Rappahannock health district is currently getting only about 4000 doses a week, so these efforts have been delayed.

1. **Provost Mikhalevsky**

Provost Mikhalevsky shared that we are developing the fall schedule, and that the plan is to create a schedule that is close to our usual, mostly face-to-face offerings. There will be a required training for all faculty and staff through Human Resources, regarding Workplace Civility, Unconscious Bias, and Microagressions. When they are shared, we will have about 6-8 weeks to complete it. Details about a Faculty Athletic representative position will be shared soon; questions can be directed to Mary Beth Mathews. The provost commended Mary Beth for her work in defining this role. There is hope that we will stay with FY21 budget. Details about faculty searches will be shared in May. The provost noted that there has been a lot of interest in developing and offering curriculum around race and the Black experience. The African American Studies minor that will come to this body soon and the conversations around it is one example; UMW remains committed to diversifying the faculty. We should continue to develop the curriculum, and this may even help us attract diverse faculty. Departments should also make this commitment during searches, including to multi-disciplinary courses of study. One suggestion has been to complete a national search for a candidate from any discipline to teach about critical race theory, which is something to consider. She added that attracting and retaining diverse faculty may lead to salary compression; combining our resources may help in this effort as well.

1. **College Deans**

–[Dean Pete Kelly](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/COE-Dean-report-UFC-Jan-2021.docx), CoE
–[Dean Keith Mellinger](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/CAS-Dean-Report-to-UFC-Feb-2021.pdf), CAS
-Dean Lynne Richardson, CoB

Dean Richardson noted that there are many Zoom meetings with alumni scheduled in the coming weeks.

5 (maintained numbering from agenda; #4 is skipped). SGA Representative’s Report (Kyree Ford) *– no report*6. [SAC Representative’s Report](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/02.03.2021-SAC-Report-to-UFC.docx) (Michelle Pickham)

7. [UFC Chair’s Report](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/UFC-Chairs-Report-to-BOV-January-2021.docx) (Andrew Dolby)

8. UFC Vice Chair’s Report (Ken Machande) – *no report*

9. [Faculty Senate of Virginia](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/FSVA-Report-to-UFC-2-3-2021.docx) (Marcel Rotter)

    [Faculty Senate of Virginia VHEAD position paper 2021](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/Position-paper-2021.pdf)

10. University Committees – minutes, reports, and action items

–[University Academic Affairs Committee](https://ufc.umw.edu/committees/university-academic-affairs-committee/)
*.*[Meeting minutes December 3](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/UAAC_MINUTES-12-3-2020R.docx)
.     [Meeting minutes January 21](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/UAACMINUTES-2021-01-21.docx)
–[University Budget Advisory Committee](https://ufc.umw.edu/committees/university-budget-advisory-committee/)
.     [Meeting minutes December 3](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2020/12/UBAC-minutes-12.3.2020_final.pdf)
–[University Curriculum Committee](https://academics.umw.edu/curriculumcommittee/)
*.*[Meeting minutes December 7](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/UCC_Dec07_Minutes.pdf)
.      [Meeting minutes January 29](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/UCC_Jan29_Minutes.pdf)
–[University Faculty Affairs Committee](https://ufc.umw.edu/committees/university-faculty-affairs-committee/)
*no report*
–[University Faculty Organization Committee](https://ufc.umw.edu/committees/university-faculty-organization-committee/)
*no report*
–[University General Education Committee](https://ufc.umw.edu/committees/university-general-education-committee/)
.      [Action items December 7](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/General-Education-Committee-Action-Items-December-7-2020.docx)
.       [Action items February 1](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/GenEd-2.1-Action-Items.docx)
–[University Sabbaticals, Fellowships & Faculty Awards Committee](https://ufc.umw.edu/committees/university-sabbaticals-fellowships-faculty-awards-committee/)
*no report*
–[University Student Affairs & Campus Life Advisory Committee](https://ufc.umw.edu/committees/university-student-affairs-campus-life-advisory-committee/)
*.*[Meeting minutes January 29](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/02/SACL-Minutes-1_29-.pdf)–[Bachelor of Liberal Studies (BLS) Committee](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/bachelor-liberal-studies-bls-committee/)
*no report*
–[Distance and Blended Learning Committee](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/distance-and-blended-learning-committee/)
.      [Meeting minutes January 26](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/DBLC-Minutes-January-26-2021.docx)
–[First Year Seminar Committee](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/first-year-seminar-committee/)
.      [Meeting minutes December 18](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/FSEM-Meeting-minutes12.18.21.pdf)
–[Honors Program Committee](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/honors-program-committee/)
*no report*
–[James Farmer Multicultural Center Advisory Committee](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/james-farmer-multicultural-center-advisory-committee/)
*no report*
–[Journalism Advisory Committee](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/journalism-advisory-committee/)
.        [Meeting minutes January 8](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/JAC-minutes-1-8-2021.pdf)
–[Speaking Intensive Committee](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/speaking-intensive-committee/)
*.*[Action items January 25](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/SI-committee-action-items-Jan-25-2021.pdf)
–[Teaching Center Advisory Committee](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/teaching-center-advisory-committee/)
*no report*
–[Writing Intensive Committee](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/writing-intensive-committee/)
*no report*

 There were no questions about the reports and minutes. Laura Mentore noted that the UCC minutes from January 29 include an error; the African American Studies minor was approved before the CASFC committee had a chance to meet to discuss the proposal, and that some members may not have approved the proposal as written. Laura noted that the CASFC would like to have the chance to discuss the proposal in more detail. Laura recommended that the proposal be returned

Comment (R. Graefe-Anderson): The UCC was in favor of the proposal in general and noted that it is a repackaging of existing courses; it would be a shame to hold this up for an entire year, especially in light of Nina’s comments during this meeting.

Comment: Multiple members offered support for Laura, noting that this problem is understandable during this move to a new approval system.

Comment: We will act on this approval electronically, so there will be time if the CASFC wants to meet and discuss the matter again.

Comment: This does highlight that we need to ensure that we all are clear on how the CIM system fits within our committee work.

There was a discussion about the process of discussion and approvals, and the general consensus was that CASFC should review and vote on the proposal between now and February 10.

The minutes and reports were approved by a unanimous vote.

**IV. Unfinished Business**

1. Extension of alternative grading option to spring 2021

(Data on Fall 2020 deployment of alternative grading by students and adoption by other Virginia higher education institutions is available on the [UFC Video Archive-Feb 3 meeting page](https://ufc.umw.edu/recordings/feb-3-2021-ufc-meeting/) (password protected).

 There was no support or motion advanced from the floor, although one comment noted that a compromise could be for students to have this option for only a small number of courses.

**V. New Business**

1. University Budget Advisory Committee action item: motion to revise Faculty Handbook to reflect change in staff representation approved by the UFC on December 3, 2020. [Revised language](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/UBAC-Handbook-Language.docx)

 The motion was approved by a unanimous vote.

1. [University Curriculum Committee action items approved on December 7\*](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/UCC_Dec07_Minutes.pdf)

These items were approved by a unanimous vote.

1. [University General Education Committee action items approved on December 7](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/General-Education-Committee-Action-Items-December-7-2020.docx) ; [UGEC action items approved on February 1](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/GenEd-2.1-Action-Items.docx)

These items were approved by a unanimous vote.

1. [Distance and Blended Learning Committee action item: approval process for majority online  Summer 2021 courses approved on January 26.](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/DBLC-Minutes-January-26-2021.docx)  (Adoption of approval process for Fall 2020 courses.)

These items were approved by a unanimous vote.

1. [First Year Seminar Committee action items approved on December 18.](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/FSEM-Meeting-minutes12.18.21.pdf)

These items were approved by a unanimous vote.

1. [Speaking Intensive Committee action items approved on January 25.](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/01/SI-committee-action-items-Jan-25-2021.pdf)

These items were approved by a unanimous vote.

1. Replacement of “Staff Advisory Council” with “University Staff Council” throughout the Faculty Handbook. (The SAC has approved this name change.)
2. 2021 J-term assessment report and processes for studying impacts and feasibility of a permanent J-term. (Debra Schleef and University Academic Affairs Committee)

[January term course evaluation data](https://ufc.umw.edu/recordings/feb-3-2021-ufc-meeting/)

Andrew proposed a faculty forum on Feb. 17 to determine if faculty support exists for establishing a permanent J-term. Debra Schleef added that the response rate for the student surveys was 56%, and that there were many positive comments about the courses. There was about $400,000 of revenue from J-term and profit was around $200,000.

1. Discussion of issues relating to a proposed African American Studies minor program brought by CAS Faculty Council.

Andrew will work with those involved in this proposal to help during the process. The discussion was not held during this meeting.

\*University Curriculum Committee actions taken during its January 29 meeting will be handled electronically by the UFC on February 10.

The meeting adjourned at 5:28 P.M.

Respectfully submitted by Janine Davis